

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, January 23, 2024 --- 7:00 p.m.

Big Rapids Township Hall, 14230 Northland Drive, Big Rapids, MI 49307

I. CALL TO ORDER: 7:00 P.M.

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, January 23, 2024, at 7:00 p.m.

II. ROLL CALL:

Present: Jerry Everett, Gordon Oliver, Jeff Oosterhouse, Mark Sweppenheiser and Amanda Wethington. Zach Cook and Mary Davis were absent. The record shows there is a quorum. Also present: Timothy Kleinheksel, Zoning Administrator and Recording Secretary.

III. CONFLICTS OF INTEREST:

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any of the items on the agenda for this meeting. Mr. Everett and Mr. Sweppenheiser indicated that a conflict of interest existed with the ARC special use permit.

IV. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the December 12, 2023 meeting. Mr. Oliver made a motion to approve the December 12, 2023 minutes as submitted. Mr. Sweppenheiser supported the motion. There was no further discussion. The motion passed unanimously with five ayes.

V. PUBLIC COMMENT:

Bill Schoenlein, property owner in the City of Big Rapids across the river from the ARC parcel, requested the Planning Commission deny the Commercial Special use Permit due to the required approval time allowed in the Township Ordinances has been far exceeded without an approved extension by the Planning Commission.

VI. ACTION ON SUP23-008 ARC:

Township Supervisor Carman Bean stated the ARC special use permit request has been a long-drawn-out process. He asked that any and all comments by the public be respectful and directed to the Planning Commission members. He also stated that a stamped site plan is not needed at the time a special use permit is approved, it would be a separate approval upon successful granting of a permit. Mr. Bean is not a member of the Planning Commission and is here this evening only to give some insight regarding the ARC application. Due to the previously

scheduled meeting being delayed by bad weather, the approval process was not able to occur within the 30-day time rule in the Ordinance. Regarding the lack of a quorum for tonight's action, there are two PC members absent and two other members that will not be able to vote on the ARC special use permit due to conflicts of interest. Because the Planning Commission did not have a quorum, there was no action on SUP23-008.

VII. ELECTION OF OFFICES 2024:

Mrs. Wethington asked for nominees for 2024 offices. Mr. Sweppenheiser nominated Mrs. Wethington for the office of chairperson. Supported by Mr. Oliver and approved with five ayes.

Mrs. Wethington nominated Mr. Sweppenheiser for the office of vice chairperson. Supported by Mr. Oliver and approved with five ayes.

Mr. Oliver nominated Mrs. Davis for the office of secretary. Supported by Mrs. Wethington and approved with five ayes.

VIII. ACTION ON 2023 PLANNING COMMISSION REPORT:

The Planning Commission members reviewed the 2023 Planning Commission Report. Mr. Oosterhouse made a motion to forward the 2023 Planning Commission report to the Board of Trustees. Supported by Mr. Oliver and approved with five ayes.

IX. SET MEETING DATES FOR 2024:

The Planning Commission members accepted the 2024 meeting date schedule.

X. PUBLIC COMMENT:

There were several public comments including the question of how the PC can change the rules in the middle of an application process. Mr. Sweppenheiser stated that the Michigan Township Association approved the Township to amend the Commercial Special Use Permit application to require only a preliminary site plan and to create a separate application for a final stamped site plan. Another inquiry was how can it be allowable for a commercial right of way to go through residential property.

XI. ADJOURNMENT:

Mrs. Wethington adjourned the meeting at 7:30pm.